

AMENDMENT OF SOLICITATION		MODIFICATION OF CONTRACT		1. CONTRACT ID CODE	PAGE 1 OF 1
2. AMENDMENT/MODIFICATION NO Modification No. P00003	3. EFFECTIVE DATE August 8, 2003	4. REQUISITION/PURCHASE REQ NO.	5. PROJECT NO (If applicable)		
6. ISSUED BY Chris Lowmiller FAA, MIKE MONRONEY AERONAUTICAL CENTER NAS ACQUISITION DIVISION, AMQ-240 P O BOX 25082 OKLAHOMA CITY OK 73125-4932	CODE	7. ADMINISTERED BY (If other than Item 6) CODE			
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) METI INC 8600 BOEING DR EL PASO TX 79925		(X)	9A. AMENDMENT OF SOLICITATION NO		
			9B. DATED (SEE ITEM 11)		
		X	10A. MODIFICATION OF CONTRACT/ORDER NO. DTFA-02-02-D-12127		
			10B. DATED (SEE ITEM 13) July 11, 2002		
CODE	FACILITY CODE				

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers [] is extended, [] is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:
(a) By completing Items 8 and 15, and returning [] copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

Cited on delivery order(s)

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
D. OTHER (Specify type of modification and authority)
X UNILATERAL, PURSUANT TO CONTRACT PROVISION 3.2.4-35, "OPTION TO EXTEND THE TERM OF THE CONTRACT"
E. IMPORTANT: Contractor [XX] is not, [] is required to sign this document and return [] copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

- I. Contract DTFA-02-02-D-12127 is hereby extended for the first option period, August 8, 2003 through August 7, 2004, at the rates and fees specified under Part I, Section B, Option 1 (2nd Year), Sections B(1) and B(2), Clins 0001B, 0002B, 0003B.
- II. Wage determination 1994-2431, Rev 19, dated 6/7/2002, is hereby deleted and Wage determination 1994-2431, Rev 20, dated 6/26/03 is hereby inserted in lieu thereof.
- III. The total estimated amount of the contract is increased by an estimated \$23,630,662 from \$29,544,240 to estimated \$53,174,902.

Note: In accordance with B.1(b), BILLINGS, annual adjustments to the maximum direct labor rates will correspond to the annual cost-of-living allowance (COLA) for federal employees in the locale. Any applicable adjustments will be made on a separate modification to the contract.

Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect

15A. NAME AND TITLE OF SIGNER (Type or print)	16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Chris Lowmiller Contracting Officer
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED
	16B. UNITED STATES OF AMERICA BY: <i>Chris Lowmiller</i>
	16C. DATE SIGNED

94-2431 OK, OKLAHOMA CITY

07/01/03

FOR OFFICIAL USE ONLY BY FEDERAL AGENCIES PARTICIPATING IN MOU WITH DOL

WASHINGTON D.C. 20210

William W. Gross
DirectorDivision of
Wage DeterminationsWage Determination No.: 1994-2431
Revision No.: 20
Date Of Last Revision: 06/26/2003

State: Oklahoma

Area: Oklahoma Counties of Alfalfa, Atoka, Beckham, Blaine, Bryan, Caddo, Canadian, Carter, Cleveland, Coal, Custer, Dewey, Ellis, Garfield, Garvin, Grady, Grant, Harper, Hughes, Johnston, Kingfisher, Lincoln, Logan, Love, Major, Marshall, McClain, Murray, Noble, Oklahoma, Payne, Pontotoc, Pottawatomie, Roger Mills, Seminole, Washita, Woods, Woodward

Fringe Benefits Required Follow the Occupational Listing

OCCUPATION CODE - TITLE	MINIMUM WAGE RATE
01000 - Administrative Support and Clerical Occupations	
01011 - Accounting Clerk I	9.70
01012 - Accounting Clerk II	10.67
01013 - Accounting Clerk III	13.68
01014 - Accounting Clerk IV	18.28
01030 - Court Reporter	15.59
01050 - Dispatcher, Motor Vehicle	13.46
01060 - Document Preparation Clerk	11.00
01070 - Messenger (Courier)	9.49
01090 - Duplicating Machine Operator	10.00
01110 - Film/Tape Librarian	10.87
01115 - General Clerk I	9.11
01116 - General Clerk II	9.87
01117 - General Clerk III	12.50
01118 - General Clerk IV	18.00
01120 - Housing Referral Assistant	17.38
01131 - Key Entry Operator I	8.90
01132 - Key Entry Operator II	10.09
01191 - Order Clerk I	10.18
01192 - Order Clerk II	14.08
01261 - Personnel Assistant (Employment) I	11.59
01262 - Personnel Assistant (Employment) II	12.65
01263 - Personnel Assistant (Employment) III	14.34
01264 - Personnel Assistant (Employment) IV	16.63
01270 - Production Control Clerk	15.50
01290 - Rental Clerk	11.33
01300 - Scheduler, Maintenance	12.03
01311 - Secretary I	12.03
01312 - Secretary II	15.00
01313 - Secretary III	17.38
01314 - Secretary IV	19.54
01315 - Secretary V	20.69
01320 - Service Order Dispatcher	11.88
01341 - Stenographer I	10.12
01342 - Stenographer II	11.36
01400 - Supply Technician	19.54
01420 - Survey Worker (Interviewer)	13.25

01460 - Switchboard Operator-Receptionist	9.97
01510 - Test Examiner	15.00
01520 - Test Proctor	15.00
01531 - Travel Clerk I	9.94
01532 - Travel Clerk II	10.44
01533 - Travel Clerk III	10.93
01611 - Word Processor I	8.16
01612 - Word Processor II	9.77
01613 - Word Processor III	10.61
03000 - Automatic Data Processing Occupations	8.07
03010 - Computer Data Librarian	9.92
03041 - Computer Operator I	12.21
03042 - Computer Operator II	16.37
03043 - Computer Operator III	17.71
03044 - Computer Operator IV	19.63
03045 - Computer Operator V	19.87
03071 - Computer Programmer I (1)	22.80
03072 - Computer Programmer II (1)	27.62
03073 - Computer Programmer III (1)	27.62
03074 - Computer Programmer IV (1)	23.46
03101 - Computer Systems Analyst I (1)	26.26
03102 - Computer Systems Analyst II (1)	27.62
03103 - Computer Systems Analyst III (1)	11.12
03160 - Peripheral Equipment Operator	
05000 - Automotive Service Occupations	15.64
05005 - Automotive Body Repairer, Fiberglass	15.47
05010 - Automotive Glass Installer	14.08
05040 - Automotive Worker	16.35
05070 - Electrician, Automotive	12.54
05100 - Mobile Equipment Servicer	15.64
05130 - Motor Equipment Metal Mechanic	14.08
05160 - Motor Equipment Metal Worker	15.64
05190 - Motor Vehicle Mechanic	11.98
05220 - Motor Vehicle Mechanic Helper	13.31
05250 - Motor Vehicle Upholstery Worker	14.08
05280 - Motor Vehicle Wrecker	14.86
05310 - Painter, Automotive	14.08
05340 - Radiator Repair Specialist	12.12
05370 - Tire Repairer	15.64
05400 - Transmission Repair Specialist	
07000 - Food Preparation and Service Occupations	6.50
(not set) - Food Service Worker	9.04
07010 - Baker	7.51
07041 - Cook I	9.04
07042 - Cook II	6.60
07070 - Dishwasher	11.21
07130 - Meat Cutter	6.75
07250 - Waiter/Waitress	
09000 - Furniture Maintenance and Repair Occupations	14.86
09010 - Electrostatic Spray Painter	10.36
09040 - Furniture Handler	14.86
09070 - Furniture Refinisher	11.75
09100 - Furniture Refinisher Helper	13.31
09110 - Furniture Repairer, Minor	14.86
09130 - Upholsterer	
11030 - General Services and Support Occupations	8.06
11030 - Cleaner, Vehicles	7.98
11060 - Elevator Operator	10.30
11090 - Gardener	6.89
11121 - House Keeping Aid I	

11122 - House Keeping Aid II	8.57
11150 - Janitor	8.22
11210 - Laborer, Grounds Maintenance	8.66
11240 - Maid or Houseman	6.89
11270 - Pest Controller	11.28
11300 - Refuse Collector	7.62
11330 - Tractor Operator	9.66
11360 - Window Cleaner	8.71
12000 - Health Occupations	11.76
12020 - Dental Assistant	11.19
12040 - Emergency Medical Technician (EMT)/Paramedic/Ambulance Driver	10.16
12071 - Licensed Practical Nurse I	11.42
12072 - Licensed Practical Nurse II	12.78
12073 - Licensed Practical Nurse III	9.93
12100 - Medical Assistant	10.88
12130 - Medical Laboratory Technician	11.24
12160 - Medical Record Clerk	13.54
12190 - Medical Record Technician	7.67
12221 - Nursing Assistant I	8.62
12222 - Nursing Assistant II	9.41
12223 - Nursing Assistant III	10.55
12224 - Nursing Assistant IV	12.19
12250 - Pharmacy Technician	11.42
12280 - Phlebotomist	16.67
12311 - Registered Nurse I	20.39
12312 - Registered Nurse II	20.39
12313 - Registered Nurse II, Specialist	24.66
12314 - Registered Nurse III	24.66
12315 - Registered Nurse III, Anesthetist	29.57
12316 - Registered Nurse IV	
13000 - Information and Arts Occupations	16.49
13002 - Audiovisual Librarian	18.53
13011 - Exhibits Specialist I	20.67
13012 - Exhibits Specialist II	24.88
13013 - Exhibits Specialist III	17.00
13041 - Illustrator I	18.79
13042 - Illustrator II	23.46
13043 - Illustrator III	16.75
13047 - Librarian	11.07
13050 - Library Technician	10.96
13071 - Photographer I	13.53
13072 - Photographer II	16.34
13073 - Photographer III	20.40
13074 - Photographer IV	23.41
13075 - Photographer V	
15000 - Laundry, Dry Cleaning, Pressing and Related Occupations	7.03
15010 - Assembler	7.03
15030 - Counter Attendant	8.59
15040 - Dry Cleaner	7.03
15070 - Finisher, Flatwork, Machine	7.03
15090 - Presser, Hand	7.03
15100 - Presser, Machine, Drycleaning	7.03
15130 - Presser, Machine, Shirts	7.03
15160 - Presser, Machine, Wearing Apparel, Laundry	9.22
15190 - Sewing Machine Operator	9.84
15220 - Tailor	7.69
15250 - Washer, Machine	
19000 - Machine Tool Operation and Repair Occupations	16:35
19010 - Machine-Tool Operator (Toolroom)	22.22
19040 - Tool and Die Maker	

21000 - Material Handling and Packing Occupations	14.02
21010 - Fuel Distribution System Operator	15.99
21020 - Material Coordinator	15.99
21030 - Material Expediter	10.95
21040 - Material Handling Laborer	11.74
21050 - Order Filler	12.68
21071 - Forklift Operator	11.53
21080 - Production Line Worker (Food Processing)	11.78
21100 - Shipping/Receiving Clerk	11.78
21130 - Shipping Packer	10.94
21140 - Store Worker I	13.22
21150 - Stock Clerk (Shelf Stocker; Store Worker II)	11.53
21210 - Tools and Parts Attendant	11.53
21400 - Warehouse Specialist	
23000 - Mechanics and Maintenance and Repair Occupations	16.18
23010 - Aircraft Mechanic	11.75
23040 - Aircraft Mechanic Helper	16.44
23050 - Aircraft Quality Control Inspector	13.31
23060 - Aircraft Servicer	14.08
23070 - Aircraft Worker	14.86
23100 - Appliance Mechanic	12.12
23120 - Bicycle Repairer	16.45
23125 - Cable Splicer	14.95
23130 - Carpenter, Maintenance	14.08
23140 - Carpet Layer	16.40
23160 - Electrician, Maintenance	14.31
23181 - Electronics Technician, Maintenance I	21.53
23182 - Electronics Technician, Maintenance II	24.15
23183 - Electronics Technician, Maintenance III	13.31
23260 - Fabric Worker	15.64
23290 - Fire Alarm System Mechanic	12.54
23310 - Fire Extinguisher Repairer	17.20
23340 - Fuel Distribution System Mechanic	14.08
23370 - General Maintenance Worker	15.64
23400 - Heating, Refrigeration and Air Conditioning Mechanic	15.64
23430 - Heavy Equipment Mechanic	16.82
23440 - Heavy Equipment Operator	17.02
23460 - Instrument Mechanic	9.04
23470 - Laborer	14.86
23500 - Locksmith	16.70
23530 - Machinery Maintenance Mechanic	15.64
23550 - Machinist, Maintenance	11.98
23580 - Maintenance Trades Helper	16.24
23640 - Millwright	14.86
23700 - Office Appliance Repairer	14.86
23740 - Painter, Aircraft	14.86
23760 - Painter, Maintenance	18.00
23790 - Pipefitter, Maintenance	17.30
23800 - Plumber, Maintenance	15.64
23820 - Pneudraulic Systems Mechanic	16.14
23850 - Rigger	14.08
23870 - Scale Mechanic	17.15
23890 - Sheet-Metal Worker, Maintenance	14.08
23910 - Small Engine Mechanic	19.01
23930 - Telecommunication Mechanic I	19.93
23931 - Telecommunication Mechanic II	19.01
23950 - Telephone Lineman	15.64
23960 - Welder, Combination, Maintenance	17.20
23965 - Well Driller	15.64
23970 - Woodcraft Worker	

23980 - Woodworker	12.54
24000 - Personal Needs Occupations	8.41
24570 - Child Care Attendant	12.06
24580 - Child Care Center Clerk	7.02
24600 - Chore Aid	15.64
24630 - Homemaker	
25000 - Plant and System Operation Occupations	18.49
25010 - Boiler Tender	15.27
25040 - Sewage Plant Operator	19.78
25070 - Stationary Engineer	11.75
25190 - Ventilation Equipment Tender	14.86
25210 - Water Treatment Plant Operator	
27000 - Protective Service Occupations	18.21
(not set) - Police Officer	11.01
27004 - Alarm Monitor	17.42
27006 - Corrections Officer	17.42
27010 - Court Security Officer	17.42
27040 - Detention Officer	16.63
27070 - Firefighter	9.15
27101 - Guard I	13.43
27102 - Guard II	
28000 - Stevedoring/Longshoremen Occupations	15.79
28010 - Blocker and Bracer	13.82
28020 - Hatch Tender	13.82
28030 - Line Handler	14.94
28040 - Stevedore I	16.67
28050 - Stevedore II	
29000 - Technical Occupations	18.92
21150 - Graphic Artist	28.21
29010 - Air Traffic Control Specialist, Center (2)	19.46
29011 - Air Traffic Control Specialist, Station (2)	21.43
29012 - Air Traffic Control Specialist, Terminal (2)	14.05
29023 - Archeological Technician I	16.90
29024 - Archeological Technician II	20.92
29025 - Archeological Technician III	19.12
29030 - Cartographic Technician	25.02
29035 - Computer Based Training (CBT) Specialist/ Instructor	18.18
29040 - Civil Engineering Technician	12.17
29061 - Drafter I	14.05
29062 - Drafter II	18.53
29063 - Drafter III	21.63
29064 - Drafter IV	14.93
29081 - Engineering Technician I	18.70
29082 - Engineering Technician II	20.55
29083 - Engineering Technician III	26.62
29084 - Engineering Technician IV	30.72
29085 - Engineering Technician V	35.25
29086 - Engineering Technician VI	17.03
29090 - Environmental Technician	26.55
29100 - Flight Simulator/Instructor (Pilot)	19.76
29160 - Instructor	13.45
29210 - Laboratory Technician	20.68
29240 - Mathematical Technician	13.76
29361 - Paralegal/Legal Assistant I	17.93
29362 - Paralegal/Legal Assistant II	21.93
29363 - Paralegal/Legal Assistant III	26.54
29364 - Paralegal/Legal Assistant IV	19.64
29390 - Photooptics Technician	20.46
29480 - Technical Writer	17.93
29491 - Unexploded Ordnance (UXO) Technician I	

29492 - Unexploded Ordnance (UXO) Technician II	21.70
29493 - Unexploded Ordnance (UXO) Technician III	26.01
29494 - Unexploded (UXO) Safety Escort	17.93
29495 - Unexploded (UXO) Sweep Personnel	17.93
29620 - Weather Observer, Senior (3)	20.13
29621 - Weather Observer, Combined Upper Air and Surface Programs (3)	17.49
29622 - Weather Observer, Upper Air (3)	17.49
31000 - Transportation/ Mobile Equipment Operation Occupations	11.40
31030 - Bus Driver	8.00
31260 - Parking and Lot Attendant	11.10
31290 - Shuttle Bus Driver	9.49
31300 - Taxi Driver	11.10
31361 - Truckdriver, Light Truck	12.54
31362 - Truckdriver, Medium Truck	15.40
31363 - Truckdriver, Heavy Truck	15.40
31364 - Truckdriver, Tractor-Trailer	15.40
99000 - Miscellaneous Occupations	8.67
99020 - Animal Caretaker	6.91
99030 - Cashier	8.68
99041 - Carnival Equipment Operator	9.26
99042 - Carnival Equipment Repairer	6.74
99043 - Carnival Worker	8.41
99050 - Desk Clerk	17.93
99095 - Embalmer	9.42
99300 - Lifeguard	18.23
99310 - Mortician	11.84
99350 - Park Attendant (Aide)	9.09
99400 - Photofinishing Worker (Photo Lab Tech., Darkroom Tech)	11.65
99500 - Recreation Specialist	8.64
99510 - Recycling Worker	9.52
99610 - Sales Clerk	6.37
99620 - School Crossing Guard (Crosswalk Attendant)	9.42
99630 - Sport Official	17.85
99658 - Survey Party Chief (Chief of Party)	14.39
99659 - Surveying Technician (Instr. Person/Surveyor Asst./Instr.)	10.03
99660 - Surveying Aide	11.44
99690 - Swimming Pool Operator	9.50
99720 - Vending Machine Attendant	11.44
99730 - Vending Machine Repairer	9.24
99740 - Vending Machine Repairer Helper	

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$2.36 an hour or \$94.40 a week or \$409.07 a month

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 10 years, and 4 after 15 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

HOLIDAYS: A minimum of ten paid holidays per year: New Year's Day, Martin Luther King Jr.'s Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4.174)

THE OCCUPATIONS WHICH HAVE PARENTHESES AFTER THEM RECEIVE THE FOLLOWING BENEFITS (as

numbered):

- 1) Does not apply to employees employed in a bona fide executive, administrative, or professional capacity as defined and delineated in 29 CFR 541. (See CFR 4.156)
- 2) APPLICABLE TO AIR TRAFFIC CONTROLLERS ONLY - NIGHT DIFFERENTIAL: An employee is entitled to pay for all work performed between the hours of 6:00 P.M. and 6:00 A.M. at the rate of basic pay plus a night pay differential amounting to 10 percent of the rate of basic pay.
- 3) WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY: If you work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am. If you are a full-time employee (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

HAZARDOUS PAY DIFFERENTIAL: An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard when working with or in close proximity to ordnance, explosives, and incendiary materials. This includes work such as screening, blending, dying, mixing, and pressing of sensitive ordnance, explosives, and pyrotechnic compositions such as lead azide, black powder and photoflash powder. All dry-house activities involving propellants or explosives. Demilitarization, modification, renovation, demolition, and maintenance operations on sensitive ordnance, explosives and incendiary materials. All operations involving regrading and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard when working with, or in close proximity to ordnance, (or employees possibly adjacent to) explosives and incendiary materials which involves potential injury such as laceration of hands, face, or arms of the employee engaged in the operation, irritation of the skin, minor burns and the like; minimal damage to immediate or adjacent work area or equipment being used. All operations involving, unloading, storage, and hauling of ordnance, explosive, and incendiary ordnance material other than small arms ammunition. These differentials are only applicable to work that has been specifically designated by the agency for ordnance, explosives, and incendiary material differential pay.

** UNIFORM ALLOWANCE **

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of \$3.35 per week (or \$.67 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial

laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

**** NOTES APPLYING TO THIS WAGE DETERMINATION ****

Source of Occupational Title and Descriptions:

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations," Fourth Edition, January 1993, as amended by the Third Supplement, dated March 1997, unless otherwise indicated. This publication may be obtained from the Superintendent of Documents, at 202-783-3238, or by writing to the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. Copies of specific job descriptions may also be obtained from the appropriate contracting officer.

REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE {Standard Form 1444 (SF 1444)}

Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination. Such conformed classes of employees shall be paid the monetary wages and furnished the fringe benefits as are determined. Such conforming process shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees. The conformed classification, wage rate, and/or fringe benefits shall be retroactive to the commencement date of the contract. {See Section 4.6 (C) (vi)} When multiple wage determinations are included in a contract, a separate SF 1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

- 1) When preparing the bid, the contractor identifies the need for a conformed occupation) and computes a proposed rate).
- 2) After contract award, the contractor prepares a written report listing in order proposed classification title), a Federal grade equivalency (FGE) for each proposed classification), job description), and rationale for proposed wage rate), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.
- 3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees, to the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, for review. (See section 4.6(b) (2) of Regulations 29 CFR Part 4).
- 4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.

- 5) The contracting officer transmits the Wage and Hour decision to the contractor.
- 6) The contractor informs the affected employees.

Information required by the Regulations must be submitted on SF 1444 or bond paper.

When preparing a conformance request, the "Service Contract Act Directory of Occupations" (the Directory) should be used to compare job definitions to insure that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split, combine, or subdivide classifications listed in the wage determination.